

Salford Priors Parish Council

To all Members of the Council

You are hereby summoned to attend an ordinary meeting of the Salford Priors Parish Council to be held in the Memorial Hall, Salford Priors on Wednesday 21st December 2016 at 7.00pm for the purpose of transacting the following business only.



Donna Bowles
Clerk to the Council

15th December 2016

MEETING AGENDA

1.	Apologies: To receive apologies and agree the reason for absence.
2.	Welcome new Councillors : Complete Declaration of Acceptance of Office
3.	Register of Interests: Members are reminded of the need to keep their register of interests up to date. Members are reminded that they must act solely in the public interest and should never improperly confer an advantage or disadvantage on any person or act to gain financial or other material benefits for themselves, their family, a friend, or close associate. Disclosure of Interests Members to disclose any disclosable pecuniary interests in items on the Agenda and their nature. Members to declare any other disclosable interests in items on the Agenda and their nature.
4.	Open Forum Chairman to Move: The Meeting & Standing Orders be now adjourned: a. Open Forum: At the Chairman's discretion residents are invited to give their views and question the Parish Council on issues on this Agenda, or raise issues for future consideration. Members of the public may not take part in the Parish Council Meeting. There will be no discussion by members of the Council during this session but the views expressed may be considered later as part of particular agenda items. During this period, in accordance with the revised Code of Conduct, members of the Council who have a disclosable interest (but not a disclosable pecuniary interest) in an item on the Agenda may also make representations, answer questions, or give evidence relating to that item. b. Open forum for the under 18s. c. To receive the Ward Member's reports (3 minutes maximum each Ward Councillor)
5.	Chairman to Move: To close the adjournment and the suspension of Standing Orders.
6.	Minutes: To approve the Minutes of the Parish Council Meeting held on Wednesday 16 th November 2016 at the Memorial Hall, Salford Priors.
7.	Clerk's Progress Report : The Clerk to report on the following items : a) Salford House Care Home Wall b) AL15 Kissing Gate installation c) Damaged Road Sign outside Hillers Farm

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	<ul style="list-style-type: none"> d) Road surface repairs Broom Lane e) Speed sign cleaning f) Stone sets replacement bottom of School Rd g) Hedge overhang on School Rd h) Update on insurance claim re streetlight i) Severn Trent Water Dunnington pumping station update j) Streetlights – Perkins Close k) Bin by bus stop, Station Road l) Overgrown hedges past Willow Park site m) Streetlight opposite 7 Ban Brook Rd
8.	To consider adopting NALC's Complaints Procedure policy
9.	<p>Neighbourhood Plan: To receive an update report on the progress to date of the Neighbourhood Development Plan Consultation.</p>
10.	<p>Planning Matters: (Blue Papers) Planning Matters To Consider :</p> <ul style="list-style-type: none"> a) 16/03933/TREE – T1 – Acer 20% crown reduction at 1 Church Cottages, Station Road, Salford Priors by Mr Adam Willington b) Consultation for Warwickshire Minerals Plan 2017 (2017-2032) Public Consultation c) APP/J3720/W/16/3162182 – Planning Appeal by Mr Matt Smith re 56 Dunnington Lane, Dunnington – Council's response on the original application was "no objection or comment" <p>Planning Applications to Note :</p> <ul style="list-style-type: none"> a) 16/03139/FUL – Proposed erection of 2m high boundary wall by Mr William Cox – application has been withdrawn b) 16/03456/COUQ – Prior approval notification of change of use and conversion of 3 no. agricultural buildings into 3 no. self-contained dwellings, including associated operational development, under Part 3 Class Q (a) and (b) at Tothall Farm, Tothall Lane, Salford Priors, Evesham, WR11 8YW by The Trustees of the Seymour Trust 2. c) 16/03616/COUQ - Prior approval notification for the proposed change of use of agricultural building to 2 no. dwelling houses, associated curtilage and building operations (Class Qa and Qb) at Wood Bevington Farm, Wood Bevington, Alcester, B49 5LX by The Trustees Of Seymour Trust 2. d) 16/03656/COUQ – Prior approval notification of change of use and conversion of 3 no. agricultural buildings into 3 no. self-contained dwellings, including associated operational development, under Part 3 Class Q (a) and (b) at Tothall Farm, Tothall Lane, Salford Priors, Evesham, WR11 8YW by The Trustees of the Seymour Trust 2. e) 16/03797/TREE – T1, conifer: fell at 2 New Cottages, Evesham Rd, Salford Priors, WR11 8UU by Mr Matthew Holder <p>Planning Decisions :</p> <ul style="list-style-type: none"> a) 16/03214/FUL – Erection of loading bay with associated down ramp and manoeuvring area at Angus Soft Fruits Ltd – permission with conditions b) 16/03248/TREE – Removal of T1 European larch at Berryfield, Evesham Rd, Salford Priors by Mr Anthony Greatrex – consent with conditions c) APP/J3720/W/16/3153407 – Depot Site, Low Road, Rough Hill, Church Lench, Evesham by Mr John Ransom. Appeal dismissed – email circulated to Members 29.11.16
11.	<p>Playing Field: Inspections –</p> <ul style="list-style-type: none"> a) To receive a report from the Clerk on Playing Field Inspections (annual inspection report in agenda pack) b) To receive an update re MUGA

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12.	To receive a report from Communications Working Group re playing field signage & Welcome Pack
13.	To receive a report from Chairman regarding Salford Priors Primary School
14.	To receive report from Cllr Stedman regarding recent Marsh Farm Quarry meeting
15.	<p>Highways :</p> <ul style="list-style-type: none"> a) To note Lengthsman's jobs issued from last Council meeting; comment on progress b) To consider future tasks to be issued to the Lengthsman c) Clerk to feedback regarding extending the 30mph zone on Station Rd out to the A46
16.	<p>Allotments:</p> <ul style="list-style-type: none"> a) To receive a report regarding the Boundary fence installation b) To consider splitting a half allotment into 2 quarters.
17.	<p>Rights of Way :</p> <p>To receive a report from Cllr Penn on the Public Rights of Way within the Parish</p>
18.	<p>Matters raised by Councillors:</p> <p>Matters raised by Councillors are considered under this item. Councillors are also invited to use this opportunity to report minor matters of information not included elsewhere on the agenda and to raise items for future agendas. <i>(At the discretion of the Chairman Councillors may raise items at the meeting if considered necessary and urgent).</i></p>
19.	<p>Consideration of Correspondence Received : (Yellow Papers)</p> <ul style="list-style-type: none"> a) To note that former parish councillor Peggy Pane has passed away. To consider organising a memorial service at St Matthews in recognition of the time she devoted to parish affairs, and for the concern and care for her neighbours and friends. b) To consider any comments to the response from Mr Harper following letter responding to his initial email. c) To receive a statement from Chairman following email from Mr Greatrex d) To consider response from Angus Soft Fruits regarding additional signage (enclosed with pack) e) To consider a letter from Mrs Parker and the way forward. f) To consider a letter from Citizens Advice Bureau requesting continued support
20.	<p>Correspondence to Note:</p> <p><i>(‘Correspondence to Note’ items are held in a Circulation Folder available to Councillors during Parish Council Meetings. The Clerk will provide individual copies of correspondence for retention if required).</i></p> <ul style="list-style-type: none"> a) Response from Simon Purfield, Performance, Consultation & Insight Manager, Executive Directors' Unit confirmed receipt of email regarding the removal of payphones stating that it will be included in the consultation document. b) WALC's Annual Report 2015-16 c) Citizens Advice Bureau Review of Year
21.	<p>Finance : General (Pink Papers)</p> <ul style="list-style-type: none"> a) To consider Salford Priors Parish Council Precept and Budget Proposal for FY 2017/18 b) To consider appointment of Mr Geoff Bradley to carry out an interim internal audit for the Parish Council accounts 2016/17 during January 2017 c) To sign Bank mandate removing Lindsay Wright from signing authority d) To agree new signatories on account e) To consider request from Clerk to attend 2 training events – End of Year Financial Procedures at a cost of £30, and Planning for Non Planners – an Introduction to the Planning System and Responding to Planning Applications at a cost of £45 f) To move towards securing a new finance package <p>Payments :</p> <ul style="list-style-type: none"> a) Consideration and approval of the payments and transfers listed in Appendix A b) To agree 2 Councillor Signatories to sign the cheques for payments listed in Appendix A

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	c) To note the bank account balances
22.	Staffing – Confidential The Chairman to move “That in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the public and press be temporarily excluded and they are instructed to withdraw”. To receive a report from Staffing Committee following the end of Clerk’s 6 month probationary period.
23.	Date of Next Meeting: a) To confirm the date of the Ordinary Parish Council Meeting at 7.00pm on Wednesday 18 th January 2016 at the Memorial Hall Salford Priors. b) To set dates for Parish Council meetings for 2017
24.	Closure of Meeting :